

**MINUTES**  
**AASHTO-RAC PM&Q Task Force**  
**March 10, 2016**

**ATTENDEES**

David Jared, Chair; Chris Hedges (F), Ryan Culton (F), Hua Xiang, Barbara Harder (F), Hafiz Munir, Ned Parrish, Dale Peabody (F), Sue Sillick (F), Gary Hook, Dave Huft, Ann Scholz (F), Tommy Nantung, Enid White (F)

David Jared welcomed all members.

**UPDATE**

The December minutes will be sent out at the next meeting. Brad Overturf from Region 1 will be joining us at the next meeting. Megan Swanson has volunteered to take over as secretary, effective in June. Mr. Jared thanked Ned for his work as secretary in the past.

**SUBGROUP ACTIVITIES**

**Research Implementation**

The ad hoc research implementation group has agreed to merge with this subgroup. Mr. Jared is looking for leadership for this subgroup. The Washington State DOT is looking at a research management database. Several state DOTs are assisting Washington in this endeavor. Mr. Jared is developing an implementation database. Messrs. Munir and Culton are interested in co-chairing this group. Mr. Munir discussed benefit modification and whether it would be part of the implementation subgroup. Further discussion was held on how value of research ties into implementation.

**Program Management Tools**

Tommy Nantung is coordinating this group. Discussion was held on migrating the TPF website onto the AASHTO server; funding from NCHRP for this migration and maintenance; the interim funding and short-term maintenance funding; and how SCOR is looking for funding for the next six years. Tommy discussed other things that should be moved over to the AASHTO website, the deadlines, and the contract completion data. He further discussed the fact that states will need to review what is on the RPM site and they may need to take some of the information off before the migration, or the information may be lost.

**Intellectual Property**

Ms. Harder and Ms. White are working on this subgroup. TRB will be holding a webinar to discuss NCHRP 799 and how it affects intellectual property in research programs. Ms. Scholz is also providing a time slot for a discussion on intellectual property during the summer RAC meeting in Rhode Island. Discussion was held on ways to provide more information on

intellectual property than just the basics covered in NCHRP 799. Ms. Harder and Ms. White would like to move this topic forward. Mr. Peabody would like to review best practice information from state DOTs on intellectual property, he would like to share information among the states. Discussion was held on putting together a survey to see where states are concerning intellectual property. Discussion was held on the need for the basics, but also on advanced measures on the subject of intellectual property.

### **Research Problem Identification Practices**

Martin Pietrucha is stepping down at the Larson Institute at Penn State but will continue to work with this subgroup. There may be one more survey regarding research problem identification, this time for academia.

### **Personnel/Administration**

This group, which will be led by Mr. Jared, includes information on the *Ahead of the Curve* initiative, pending work on NCHRP 20-111, etc. Chris Hedges reported that SCOR has approved funding under 20-111 to work on and fully develop these issues further. The final process may not be contracted until after the July RAC meeting. This subgroup is working on a needs statement for peer exchange review and a panel may need to be formed. Discussion was also held on skill sets for research managers, as to whether this should be a synthesis or how to proceed. This was tabled for another date.

### **WRAP-UP**

Joe Horton from CalTrans plans to assume the position of PM&Q Task Force chair, with transition from David over the next several months. The next call will be June 9, 2016 at 11:00.